

Specialist International Medical Graduates (SIMGs) assessed to be Substantially Comparable are required to satisfactorily complete a range of workplace based assessments (WBAs) at regular intervals over a period of at least 12 months before being eligible to apply for Fellowship.

One means of assessment during the Substantial Comparability placement period is Case Based Discussions (CBDs).

Each CBD is independently conducted by a different Assessor, who is not the Supervisor, and is a Fellow of the RANZCP.

In a twelve month placement period, CBDs are to be scheduled at three monthly intervals – three, six and nine months. For extended placements, the CBDs are to continue at three monthly intervals.

### ASSESSOR OBLIGATIONS

All Assessors are required to undertake the required RANZCP Assessor training, offered via the CSIMGE, before being eligible to conduct CBDs.

As CBDs require access to patient files, which cannot be removed from the candidate's place of employment, Assessors will be required to travel to the candidate to conduct the CBD and therefore may be required to travel interstate or within their state from time-to-time.

Travel time will be minimised as much as possible and relevant costs will be covered by the College. Assessors will be paid an honorarium of \$300 per CBD completed.

Each CBD will usually take no more than 60 minutes to complete, including time for feedback and marking.

The number of CBDs for each Assessor will depend on the number of candidates and the number of accredited Assessors in each region. Candidates' workplaces are widely distributed, maybe rural or at least not centrally metropolitan, and therefore in most cases Assessors need to travel to conduct Case based Discussions.

In order to continue as an Assessor and maintain the currency of the Assessor training, Assessors **must participate in a minimum of two CBDs annually**. If this requirement is not met for a consecutive two-year period, then the Assessor will no longer be able to be part of the Assessor panel.

It is anticipated that Assessors will be required to attend a re-accreditation workshop at least every three years, and/or when significant changes to the process/procedure are introduced. Random audits of Case based Discussion assessments will also be conducted for quality assurance purposes.

### APPOINTMENT OF ASSESSORS

Assessors are approved and appointed by the Committee for Specialist International Medical Graduate Education upon review of a brief Curriculum Vitae.

Accreditation as an Assessor requires:

- Fellowship of the RANZCP for a minimum of three years – *this should include one year post-Fellowship and the rest may be made up with appropriate prior experience as a Consultant taking into account experience in supervision in training and assessment;*
- Experience in supervising and or assessing International Medical Graduates;
- Familiarity with calibration;
- Completion of an approved RANZCP Substantial Comparability Assessor training workshop.

It is desirable that Assessors;

- Be able to demonstrate a commitment to the professional development of psychiatry through involvement in the training and examination of trainees/SIMGs, supervision of trainees/SIMGs, College or Branch activities;
- Demonstrate commitment with the supervision and/or the preparation for examinations of trainees/SIMGs;

- Be familiar with the current RANZCP Training and Assessment Regulations and principles of the curriculum framework;
- Be comfortable with providing appropriate feedback to candidates.

## **DUTIES OF ASSESSORS**

For each CBD, the Assessor:

- Reviews three patient summary reports submitted by the candidate prior to the CBD;
- Reviews the clinical files of the three patients provided by the candidate and finalises questions. This occurs approximately thirty minutes prior to the CBD commencing;
- Selects one of the three cases to discuss with the candidate;
- Leads a discussion of the selected case after the candidate has spoken to the case;
- Marks the assessment using the five domains individually and gives an overall rating for the CBD assessment;
- Reports and discusses the outcome and provides feedback to the candidate;
- If required, develops a remediation plan collaboratively with the candidate at the conclusion of the CBD to address the candidate's unsatisfactory performance in any domain within the timeframe to the next scheduled CBD;
- Submits the result and remediation plan (if required) to the College for review by the Substantial Comparability Assessment Review Panel (SCARP).
- Results and remediation plan (if required) are forwarded to the candidate's Supervisor for discussion and action.